

DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES

GOVERNOR'S BUDGET RECOMMENDATIONS

Source of Funds	FY21 Adjusted Base	FY22 Recommended	% Change Over FY21	FY23 Recommended	% Change Over FY22
PR-F	520,400	533,000	2.4	533,000	0.0
PR-O	54,902,700	58,653,100	6.8	57,738,600	-1.6
PR-S	2,517,500	3,190,300	26.7	3,190,300	0.0
TOTAL	57,940,600	62,376,400	7.7	61,461,900	-1.5

FULL-TIME EQUIVALENT POSITION SUMMARY

Source of Funds	FY21 Adjusted Base	FY22 Recommended	FTE Change Over FY21	FY23 Recommended	FTE Change Over FY22
PR-F	1.70	1.70	0.00	1.70	0.00
PR-O	227.14	241.14	14.00	237.14	-4.00
PR-S	12.30	14.80	2.50	14.80	0.00
TOTAL	241.14	257.64	16.50	253.64	-4.00

AGENCY DESCRIPTION

The department is headed by a secretary who is appointed by the Governor with the advice and consent of the Senate. The department provides policy coordination and administrative services for boards, committees, councils and advisory committees. The department also oversees the regulation of credential holders, professional and industry standards, and safe construction of public and private buildings.

The department is comprised of five divisions. Professional Credential Processing is responsible for all credential application processing, including determination of credential eligibility and credential renewal. Policy Development provides administrative support to professional regulatory boards; serves as a liaison between the boards, councils, advisory committees and the department; and is responsible for administrative rule-making for professions and technical programs. Policy Development is also the home of the Prescription Drug Monitoring Program and the Office of Education and Examinations, which oversees continuing education, examinations and approval for schools under the Educational Approval Program. Legal Services and Compliance investigates and prosecutes complaints against licensed professionals, conducts business compliance inspections and audits, monitors compliance with disciplinary orders, and provides legal services to professional boards and the department. Industry Services provides services related to public safety, and the construction and operation of buildings. Management Services provides budget and finance, information technology, and facilities management services to the department, which includes five field offices.

Department and board operations are funded through application, renewal and examination fees, and fees associated with required reviews of building plans and other items that are regulated under the law. A fee schedule for the application and renewal of professional credentials is set by the department with legislative oversight. Examination and other department fees are set by statute and administrative rule.

MISSION

The mission of the department is to promote economic growth and stability while protecting the citizens of Wisconsin as designated by statute.

PROGRAMS, GOALS, OBJECTIVES AND ACTIVITIES

Program 1: Professional Regulation and Administrative Services

Goal: The credentialing authorities will set appropriate eligibility, education, examination and experience requirements, and make this information readily available to users of services.

Objective/Activity: Provide ongoing assessment, consultation and assistance to the credentialing authorities to ensure there is transparency, consistency and effectiveness in the eligibility process and continuing education process where applicable.

Objective/Activity: Promote the department's Web site and electronic business services to focus the department's resources on priority needs and more direct consumer protection.

Objective/Activity: Represent Wisconsin's interests to national regulatory service agencies by participating in forums and conferences, and responding to issue surveys.

Objective/Activity: Create valid and reliable jurisprudence examinations for new professions.

Objective/Activity: Evaluate, administer and manage examination services from outside vendors and conduct on-site performance audits.

Goal: The credentialing authorities will set and maintain practice standards essential to provide safe and effective services for consumers while weighing the effectiveness and need for changes in the profession brought about by new technology.

Objective/Activity: Provide training to credentialing authorities relative to their role.

Objective/Activity: Ensure that regulatory information is accessible through the department's Web site, press releases and other department communications.

Objective/Activity: Keep credentialing authorities informed of current developments, data, trends, legal opinions and issues related to their responsibilities.

Goal: The credentialing authorities will appropriately resolve complaints and discipline credential holders who violate professional standards.

Objective/Activity: Provide and manage a confidential program for impaired professionals – Professional Assistance Procedure.

Objective/Activity: Conduct reviews to screen, investigate and take legal action with respect to complaints to ensure compliance with policies of the credentialing authority.

Objective/Activity: Perform inspections and audits of business establishments and entities to ensure compliance with applicable laws and rules.

Objective/Activity: Prepare reports showing the number and nature of disciplinary actions and make that information accessible on the department's Web site.

Program 2: Regulation of Industry, Safety and Buildings

Goal: The department will promote safety in amusement venues and swimming pools as well as constructed public and private buildings in Wisconsin.

Objective/Activity: Develop and implement regulations, and provide services (e.g., plan review and inspection) and education which promote the construction of pools, public and private buildings, and operation of amusement venues according to code.

PERFORMANCE MEASURES

2019 AND 2020 GOALS AND ACTUALS

Prog. No.	Performance Measure	Goal 2019	Actual 2019	Goal 2020	Actual 2020
1.	On-line renewals of credential holders via the Web site.	97%	95%	97%	93%
1.	Credentialing time frame for processing – business days.	7-10	8	7-10	8
1.	Complaint processing time - percentage of complaints processed within 18 months.	95%	94%	95%	86%
1.	Audit at least 12.5% of brokers and business entities with trust accounts annually to ensure compliance with the statutes and administrative rules.				
	Auctioneer and Auction Company	10	0	10	1
	Real Estate Broker & Business Entity	130	0	130	34
	Cemetery Authority	105	105	105	105
1.	Inspections of new business establishments and entities to ensure compliance with the statutes and administrative rules. ¹				
	Drug Distributors	100%	100%	100%	100%
	Drug Manufacturers	100%	100%	100%	100%
	Pharmacy Locations	100%	100%	100%	100%
	Funeral Homes/Directors	100%	100%	100%	100%
1.	Develop on-line application system – professions added.	5	3	5	1
2.	Percentage of plan submittal transactions via electronic plan submittal.	20%	16%	22%	16%

Prog. No.	Performance Measure	Goal 2019	Actual 2019	Goal 2020	Actual 2020
2.	Annual average number of days between desired plan review appointment date and actual appointment date for all reviewed areas.	13	8.4	13	9.2
2.	Complaint processing time - percentage of complaints processed within 18 months.	95%	100%	95%	94%
2.	Audit delegated municipalities and contracted enforcement agencies.	10%	15%	10%	15%
2.	Percentage of customer fees received by electronic payment.	55%	40.65%	55%	49%

Note: Based on fiscal year.

¹The number of new establishments varies from year to year. Inspection requirements are: Drug Distributors, 100% of new distributors; Drug Manufacturers, 100% of new manufacturers; Pharmacy Locations, 100% of new locations; and Funeral Homes/Directors, 100% of new funeral homes.

2021, 2022 AND 2023 GOALS

Prog. No.	Performance Measure	Goal 2021	Goal 2022	Goal 2023
1.	On-line renewals of credential holders via the Web site.	97%	97%	97%
1.	Credentialing time frame for processing – business days.	7-10	7-10	7-10
1.	Complaint processing time - percentage of complaints processed within 18 months.	95%	95%	95%
1.	Audit at least 12.5% of brokers and business entities with trust accounts annually to ensure compliance with the statutes and administrative rules.			
	Auctioneer and Auction Company	10	10	10
	Real Estate Broker & Business Entity	130	130	130
	Cemetery Authority	105	105	105
1.	Inspections of new business establishments and entities to ensure compliance with the statutes and administrative rules. ¹			
	Drug Distributors	100%	100%	100%
	Drug Manufacturers	100%	100%	100%
	Pharmacy Locations	100%	100%	100%
	Funeral Homes/Directors	100%	100%	100%

Prog. No.	Performance Measure	Goal 2021	Goal 2022	Goal 2023
1.	Develop on-line application system – professions added.	5	5	5
2.	Percentage of plan submittal transactions via electronic plan submittal.	20% ²	22%	24%
2.	Annual average number of days between desired plan review appointment date and actual appointment date for all reviewed areas.	13	13	13
2.	Complaint processing time - percentage of complaints processed within 18 months.	95%	95%	95%
2.	Audit delegated municipalities and contracted enforcement agencies.	10%	10%	10%
2.	Percentage of customer fees received by electronic payment.	55% ²	55%	60%

Note: Based on fiscal year.

¹The number of new establishments varies from year to year. Inspection requirements are: Drug Distributors, 100% of new distributors; Drug Manufacturers, 100% of new manufacturers; Pharmacy Locations, 100% of new locations; and Funeral Homes/Directors, 100% of new funeral homes.

²The goal for 2021 has been revised.

DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES

GOVERNOR'S BUDGET RECOMMENDATIONS

RECOMMENDATIONS

1. Electronic Safety and License Application
2. Improve Professional Licensing and Regulation Functions
3. Prescription Drug Monitoring Program Utilization
4. Require Training for Pharmacists who Dispense Naloxone
5. Private On-Site Wastewater Treatment System Update and Continuation
6. Agency Equity Officer
7. Universal Inspector Add-On Pay
8. Military Training for Civilian Careers
9. Construction Contractor Registration Program
10. Worker Classification Violation Penalty Structure
11. Youth Volunteer Firefighter Training Grant
12. Limited Term Employee Expenditure Authority
13. Information Technology Enhancements
14. Efficiency Through Electronic Communication
15. Interagency and Intra-agency Programs
16. Unclassified Position Appropriation Alignment
17. Standard Budget Adjustments

ITEMS NOT APPROVED

18. Elimination of Inactive Boards, Councils or Commissions

Table 1
Department Budget Summary by Funding Source (in thousands of dollars)

	ACTUAL FY20	ADJUSTED BASE FY21	AGENCY REQUEST		GOVERNOR'S RECOMMENDATION	
			FY22	FY23	FY22	FY23
FEDERAL REVENUE (1)	\$437.9	\$520.4	\$533.0	\$533.0	\$533.0	\$533.0
State Operations	437.9	520.4	533.0	533.0	533.0	533.0
PROGRAM REVENUE (2)	\$55,232.7	\$57,420.2	\$60,796.8	\$59,598.2	\$61,843.4	\$60,928.9
State Operations	31,749.6	33,951.5	37,328.1	36,129.5	39,214.7	38,300.2
Local Assistance	22,438.1	22,560.0	22,560.0	22,560.0	22,560.0	22,560.0
Aids to Ind. & Org.	1,045.0	908.7	908.7	908.7	68.7	68.7
TOTALS - ANNUAL	\$55,670.5	\$57,940.6	\$61,329.8	\$60,131.2	\$62,376.4	\$61,461.9
State Operations	32,187.4	34,471.9	37,861.1	36,662.5	39,747.7	38,833.2
Local Assistance	22,438.1	22,560.0	22,560.0	22,560.0	22,560.0	22,560.0
Aids to Ind. & Org.	1,045.0	908.7	908.7	908.7	68.7	68.7

(1) Includes Program Revenue-Federal and Segregated Revenue-Federal

(2) Includes Program Revenue-Service and Program Revenue-Other

Table 2
Department Position Summary by Funding Source (in FTE positions) (4)

	ADJUSTED BASE FY21	AGENCY REQUEST		GOVERNOR'S RECOMMENDATION	
		FY22	FY23	FY22	FY23
FEDERAL REVENUE (1)	1.70	1.70	1.70	1.70	1.70
PROGRAM REVENUE (2)	239.44	239.44	235.44	255.94	251.94
TOTALS - ANNUAL	241.14	241.14	237.14	257.64	253.64

(1) Includes Program Revenue-Federal and Segregated Revenue-Federal

(2) Includes Program Revenue-Service and Program Revenue-Other

(4) All positions are State Operations unless otherwise specified

Table 3
Department Budget Summary by Program (in thousands of dollars)

	ACTUAL FY20	ADJUSTED BASE FY21	AGENCY REQUEST		GOVERNOR'S RECOMMENDATION	
			FY22	FY23	FY22	FY23
1. Professional regulation and administrative services	\$14,424.2	\$15,619.8	\$15,086.9	\$14,938.0	\$16,083.8	\$16,161.6
2. Regulation of industry, safety and buildings	\$41,246.3	\$42,320.8	\$46,242.9	\$45,193.2	\$46,292.6	\$45,300.3
TOTALS	\$55,670.5	\$57,940.6	\$61,329.8	\$60,131.2	\$62,376.4	\$61,461.9

Table 4
Department Position Summary by Program (in FTE positions) (4)

	ADJUSTED BASE FY21	AGENCY REQUEST		GOVERNOR'S RECOMMENDATION	
		FY22	FY23	FY22	FY23
1. Professional regulation and administrative services	111.00	107.40	104.40	120.90	117.90
2. Regulation of industry, safety and buildings	130.14	133.74	132.74	136.74	135.74
TOTALS	241.14	241.14	237.14	257.64	253.64

(4) All positions are State Operations unless otherwise specified

1. Electronic Safety and License Application

Source of Funds	Agency Request				Governor's Recommendations			
	FY22		FY23		FY22		FY23	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-O	3,000,000	0.00	2,000,000	0.00	3,000,000	0.00	2,000,000	0.00
TOTAL	3,000,000	0.00	2,000,000	0.00	3,000,000	0.00	2,000,000	0.00

The Governor recommends providing expenditure authority for the third phase of the modernization of the department's main information technology platforms. Specifically, the third phase will replace the trades credentialing system and provide funding for the license and customer portal systems.

2. Improve Professional Licensing and Regulation Functions

Source of Funds	Agency Request				Governor's Recommendations			
	FY22		FY23		FY22		FY23	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-O	0	0.00	0	0.00	907,900	16.00	1,178,100	16.00
TOTAL	0	0.00	0	0.00	907,900	16.00	1,178,100	16.00

The Governor recommends providing position and expenditure authority to improve professional licensing and regulation functions.

3. Prescription Drug Monitoring Program Utilization

Source of Funds	Agency Request				Governor's Recommendations			
	FY22		FY23		FY22		FY23	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-O	250,000	0.00	250,000	0.00	250,000	0.00	250,000	0.00
TOTAL	250,000	0.00	250,000	0.00	250,000	0.00	250,000	0.00

The Governor recommends providing expenditure authority to undertake efforts to increase utilization of the Prescription Drug Monitoring Program by providing expanded one-click access to patient prescribing histories.

4. Require Training for Pharmacists who Dispense Naloxone

The Governor recommends that all pharmacists complete training on dispensing an opioid antagonist before engaging in a pharmacy practice that involves such dispensation.

5. Private On-Site Wastewater Treatment System Update and Continuation

Source of Funds	Agency Request				Governor's Recommendations			
	FY22		FY23		FY22		FY23	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-O	840,000	0.00	840,000	0.00	840,000	0.00	840,000	0.00
TOTAL	840,000	0.00	840,000	0.00	840,000	0.00	840,000	0.00

The Governor recommends that the Private On-site Wastewater Treatment System Replacement or Rehabilitation Program continue, and the sunset date of June 30, 2021, be eliminated. The Governor also recommends changing the program eligibility date for persons and businesses from July 1, 1978, to a private on-site wastewater treatment system installed at least 33 years before the person or business submits a grant application. The Governor further recommends setting the annual family income eligibility limit for a person who owns the principal residence at \$45,000, and beginning July 1, 2022, and annually on July 1 thereafter, adjusting that income eligibility limit by an amount equal to that year's existing income eligibility dollar amount multiplied by the percentage change in the consumer price index for the prior year.

6. Agency Equity Officer

Source of Funds	Agency Request				Governor's Recommendations			
	FY22		FY23		FY22		FY23	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-O	0	0.00	0	0.00	31,800	0.50	45,700	0.50
TOTAL	0	0.00	0	0.00	31,800	0.50	45,700	0.50

The Governor recommends creating a new agency equity officer position within the Office of the Secretary. The agency equity officer will collaborate with the Chief Equity Officer within the Department of Administration and agency equity officers within other agencies to identify opportunities to advance equity in government operations, including determining how current government practices and policies impact communities of color and individuals with disabilities. See Department of Administration, Item #1; Department of Agriculture, Trade and Consumer Protection, Item #38; Department of Children and Families, Item #26; Department of Corrections, Item #26; Department of Financial Institutions, Item #13; Department of Health Services, Item #109; Department of Justice, Item #30; Department of Military Affairs, Item #9; Department of Natural Resources, Item #51; Department of Public Instruction, Item #31; Department of Revenue, Item #43; Department of Tourism, Item #8; Department of Transportation, Item #42; Department of Veterans Affairs, Item #6; Department of Workforce Development, Item #36; Office of the Commissioner of Insurance, Item #28; and Public Service Commission, Item #20.

7. Universal Inspector Add-On Pay

Source of Funds	Agency Request				Governor's Recommendations			
	FY22		FY23		FY22		FY23	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-O	173,100	0.00	173,100	0.00	0	0.00	0	0.00
TOTAL	173,100	0.00	173,100	0.00	0	0.00	0	0.00

The Governor recommends including an add-on pay supplement for qualifying employees within the universal building inspector classification in the 2021-23 compensation plan, as submitted to the Joint Committee on Employment Relations. The Governor also recommends making the universal building inspector add-on eligible for supplementation from the compensation reserve.

8. Military Training for Civilian Careers

Source of Funds	Agency Request				Governor's Recommendations			
	FY22		FY23		FY22		FY23	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-O	50,000	0.00	50,000	0.00	50,000	0.00	50,000	0.00
TOTAL	50,000	0.00	50,000	0.00	50,000	0.00	50,000	0.00

The Governor recommends providing expenditure authority for the department to develop a program that ensures direct translation of military training and credits to licensure requirements, and where possible, to adjust programming to allow military training to fulfill these requirements.

9. Construction Contractor Registration Program

The Governor recommends recreating the Construction Contractor Registration program to require individuals and businesses, listed as contractors, to be registered before performing services for customers.

10. Worker Classification Violation Penalty Structure

The Governor recommends creating an escalating penalty structure for repeat violations of worker's compensation and unemployment insurance laws around worker classification. The Governor also recommends utilizing the Construction Contractor Registration program to ensure contractors are complying with all applicable laws. See Item #9; and Department of Workforce Development, Item #14.

11. Youth Volunteer Firefighter Training Grant

Source of Funds	Agency Request				Governor's Recommendations			
	FY22		FY23		FY22		FY23	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-O	50,000	0.00	50,000	0.00	50,000	0.00	50,000	0.00
TOTAL	50,000	0.00	50,000	0.00	50,000	0.00	50,000	0.00

The Governor recommends providing expenditure authority for the department to develop and implement a pilot youth volunteer firefighter training grant program to increase the number of volunteer firefighters in the state.

12. Limited Term Employee Expenditure Authority

Source of Funds	Agency Request				Governor's Recommendations			
	FY22		FY23		FY22		FY23	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-O	0	0.00	0	0.00	100,000	0.00	100,000	0.00
TOTAL	0	0.00	0	0.00	100,000	0.00	100,000	0.00

The Governor recommends increasing expenditure authority in the department's limited term employee budget to maximize staff productivity and better meet customer demands.

13. Information Technology Enhancements

Source of Funds	Agency Request				Governor's Recommendations			
	FY22		FY23		FY22		FY23	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-O	129,900	0.00	129,900	0.00	309,900	0.00	309,900	0.00
TOTAL	129,900	0.00	129,900	0.00	309,900	0.00	309,900	0.00

The Governor recommends providing expenditure authority to support needed information technology investments.

14. Efficiency Through Electronic Communication

Source of Funds	Agency Request				Governor's Recommendations			
	FY22		FY23		FY22		FY23	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-O	-1,100	0.00	-1,100	0.00	-1,100	0.00	-1,100	0.00
TOTAL	-1,100	0.00	-1,100	0.00	-1,100	0.00	-1,100	0.00

The Governor recommends authorizing the department to require that all license holders and department customers submit and maintain an E-mail address with the department for primary communications purposes. The Governor also recommends that customers who do not have access to electronic communication be allowed to maintain a paper pathway of communication with the department.

15. Interagency and Intra-agency Programs

The Governor recommends creating a new PR-S interagency and intra-agency programs appropriation to receive COVID-19 relief funds.

16. Unclassified Position Appropriation Alignment

Source of Funds	Agency Request				Governor's Recommendations			
	FY22		FY23		FY22		FY23	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-O	-367,300	-2.50	-367,300	-2.50	-367,300	-2.50	-367,300	-2.50
PR-S	367,300	2.50	367,300	2.50	367,300	2.50	367,300	2.50
TOTAL	0	0.00	0	0.00	0	0.00	0	0.00

The Governor recommends realigning unclassified position authority, and related salaries and fringe benefits, among the department's appropriations to reflect the workload attributed to each appropriation and enhance accurate reporting and attribution of costs.

17. Standard Budget Adjustments

Source of Funds	Agency Request				Governor's Recommendations			
	FY22		FY23		FY22		FY23	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-F	12,600	0.00	12,600	0.00	12,600	0.00	12,600	0.00
PR-O	-1,420,800	0.00	-1,619,400	-4.00	-1,420,800	0.00	-1,619,400	-4.00
PR-S	305,500	0.00	305,500	0.00	305,500	0.00	305,500	0.00
TOTAL	-1,102,700	0.00	-1,301,300	-4.00	-1,102,700	0.00	-1,301,300	-4.00

The Governor recommends adjusting the department's base budget for: (a) turnover reduction (-\$353,600 in each year); (b) removal of noncontinuing elements from the base (-\$840,000 in FY22 and -\$1,038,600 and -4.0 FTE positions in FY23); (c) full funding of continuing position salaries and fringe benefits (\$59,000 in each year); and (d) full funding of lease and directed moves costs (\$31,900 in each year).

ITEMS NOT APPROVED

The following requests are not included in the Governor's budget recommendations for the Department of Safety and Professional Services.

Decision Item	Source of Funds	FY22		FY23	
		Dollars	Positions	Dollars	Positions
18. Elimination of Inactive Boards, Councils or Commissions	PR-O	0	0.00	0	0.00
TOTAL OF ITEMS NOT APPROVED	PR-O	0	0.00	0	0.00